

WEDNESDAY
MAY 1, 2019
9:00 A.M.



COOPER CITY HALL
9090 SOUTHWEST 50 PLACE
COOPER CITY, FLORIDA

FINAL Agenda

CODE ENFORCEMENT SPECIAL MAGISTRATE HEARING

1. EXPLANATION OF PROCEDURES BY SPECIAL MAGISTRATE

2. SWEARING IN

3. NOTICE OF VIOLATION HEARINGS

CASE #

06782 Daniel E. Vargas Allegue., 5201 SW 122 Terrace., Cooper City, FL 33330

FOV- Notice of Violation: 2/19/2019 By: Code Officer Mark Reale

AF- Violation: Sec 6-40 Maintenance Standards-Exterior Premises Condition-failed to maintain awnings on second floor (north side) in
Fine- good condition (mildew). Please clean and maintain awnings.

Disposition: May 1, 2019 Hearing: Respondent was present and admitted the violation. Code Officer Mark Reale was present. Must comply with the violation on or before 05/31/2019. If not complied then must pay a \$50/day fine from 05/31/2019 until compliance. Must pay administrative fee on or before 05/31/2019. **Admin fee paid on 05/1/2019. Violation complied on 05/08/2019. Case Closed**

06784 Burgos Holdings LLC., 5138 SW 122 Terrace., Cooper City, FL 33330

FOV- Mailing Address: 82 Grogans Point Road., Spring, TX 77380

AF- Notice of Violation: 2/19/2019 By: Code Officer Mark Reale

Fine- Violation: Sec 6-40 Maintenance Standards-Exterior Premises Condition-failed to maintain awnings in good condition (mildew). Please clean and maintain awnings on north side.

Disposition: May 1, 2019 Hearing: Continue to 06/05/2019 due to lack service. Post property.

06821 Deutsche Bank Nat'l Tr Co Trstee c/o New Century Home Equity Loan Tr., 3651 Washington Lane., Cooper City, FL 33026

FOV- Mailing Address: 1600 S. Douglass Road., Anaheim, CA 92806-5948

AF- Notice of Violation: 2/22/2019 By: Code Officer Belinda Graham

Fine- Violation: Sec 6-40(a)(1) Maintenance Standards-Exterior Premises Condition-Failed to maintain exterior wall surfaces in good condition. (dirt, mold, mildew, grime)

Disposition: May 1, 2019 Hearing: Vilmary Bermudez from Carrington Real Estate was present. Code Officer Belinda Graham was present. FOV- Must comply with the violation on or before 05/31/2019. If not complied then must pay \$50/day from 05/31/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019.

06825 Amberlee & Joyce Stuber., 4998 SW 88 Terrace., Cooper City, FL 33328

FOV- Notice of Violation: 3/1/2019 By: Code Officer Belinda Graham

AF- Violation: Sec 6-7 POD Permit-Permit required. Contact the City of Cooper City Building Dept.

Fine-

Disposition: May 1, 2019 Hearing: Continue to 06/05/2019 due to lack service. Post property.

06865 Ann Kiser., 12105 Park Drive., Cooper City, FL 33026-1017

FOV- Notice of Violation: 4/5/2019 By: Code Officer Belinda Graham

AF- Violation: Sec 6-40(b) Maintenance Standards-Exterior Premises Condition-failed to maintain premises free of nuisances, unsafe,

Fine- or unsightly conditions. (accumulation of litter & items, stagnant water)

Disposition: **May 1, 2019 Hearing:** Respondent was present. Code Officer Belinda Graham was present. Must comply with the violation on or before 05/31/2019. If not complied then must pay a \$25/day fine from 05/31/2019 until compliance. Must pay administrative fee on or before 05/31/2019. **Admin fee paid on 05/01/2019.**

06877 **V6 Ventures TR-1001 LLC-Robert Vasquez., 3851 NW 94 Avenue., Cooper City, FL 33024**

FOV- **Mailing Address: 1970 E. Osceola Pkwy., Suite 324, Kissimmee, FL 34743**

AF- **Notice of Violation: 2/24/2019 By: Code Officer Jenny Walsh**

Fine- **Violation: Sec 8-38 Excessive Undergrowth, trash- for allowing grass and weeds to grow in excess of 6 inches in height which is a prohibited public nuisance.**

Disposition: May 1, 2019 Hearing: Respondent was not present. Code Officer Jenny Walsh was present. **FOV-Violation complied on 04/23/2019. Case Closed**

06882 **Miriam Vilarino., 3800 NW 91 Avenue., Cooper City, FL 33328**

FOV- **Mailing Address: 8719 NW 39 Street., Cooper City, FL 33024**

AF- **Notice of Violation: 3/3/2019 By: Code Officer Jenny Walsh**

Fine- **Violation: Sec 8-38 Excessive Undergrowth, trash- for allowing grass and weeds to grow in excess of 6 inches in height--please cut yard including swale and backyard, remove trash.**

Disposition: April 3, 2019 Hearing: **Continue to 05/01/2019 due to conflict with Magistrate (his client)**

Disposition: May 1, 2019 Hearing: Respondent was not present. Code Officer Jenny Walsh was present. **FOV- Violation complied on 04/28/2019.** Must pay \$80 administrative fee on or before 05/31/2019.

EEN18-0221 **Allyson Kayton., 11117 Des Moines Court, Cooper City, FL 33026**

FOV- **Mailing Address: 1903 Windsor Ridge Drive., Westborough, MA 01581-2340**

AF- **Notice of Violation: 12/17/2018 By: Building Official Ted Fowler**

Fine- **Violation: FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to remodel the kitchen & bathrooms, build a room in the garage and replace the front door.**

Disposition: February 6, 2019 Hearing: **Permit applied on 01/03/2019. Continue to 03/06/2019 for status.**

Disposition: March 6, 2019 Hearing: **Exterior door permit issued on 02/01/2019, Interior remodel issued on 02/14/2019. Demo permit has been applied on 01/03/2019 but still needs to be issued. Respondent requested continuance has been granted to April 3, 2019.**

Disposition: April 3, 2019 Hearing: **Continue to 05/01/2019 for status review.**

Disposition: May 1, 2019 Hearing: Eligio Batista--new owner was present. Building Official Ted Fowler was present. **Continue to 06/05/2019 for status review.**

EEN19-0008 **Amy Malzo & Joseph Malzo., 10306 Grove Street., Cooper City, FL 33328**

FOV- **Notice of Violation: 1/7/2019 By: Building Official Ted Fowler**

AF- **Violation: FBC 105.3.2 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to remove cabinets, electrical GFCI switches and drywall to gain access in order to repair plumbing pipes.**

Fine-

**No Action
2/25/2019**

Disposition: March 6, 2019 Hearing: Respondent was present. Building Official Fowler was present. Permit applied for on 03/06/2019.

Continue to 05/01/2019.

Disposition: **May 1, 2019 Hearing:** Respondent was not present. Building Official Ted Fowler was present. FOV-Must comply with the violation on or before 05/11/2019. If not complied then must pay \$50/day fine from 05/11/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019.

EEN19-0027 **Shops at Cooper City Investments LLC., 12161 Sheridan Street., Cooper City, FL 33330**
FOV- **Mailing Address: 2199 Ponce De Leon Blvd, #301., Coral Gables, FL 33134**
AF- **Notice of Violation: 2/19/2019 By:Building Inspector Gerry Lomastro**
Fine- **Violation: FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to perform interior renovation to an exist tenant space.**
No Action
3/28/2019

Disposition: **April 3, 2019 Hearing:** Continue to 05/01/2019. No service. Mail new notice and post property.

Disposition: **May 1, 2019 Hearing:** Respondent was not present. Building Inspector Gerry Lomastro was present. FOV-Must comply with the violation on or before 05/11/2019. If not complied then must pay \$50/day fine from 05/11/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019.

EEN19-0034 **Matthew Brodsky., 10357 Lima Street., Cooper City, FL 33026-4551**
FOV- **Notice of Violation: 2/26/2019 By:Building Inspector Gerry Lomastro**
AF- **Violation: FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to perform interior renovations.**
Fine
No Action
3/28/2019

Disposition: April 3, 2019 Hearing: Continuance granted to May 1, 2019.

Disposition: **May 1, 2019 Hearing:** Respondent was present. Building Inspector Gerry Lomastro was present. Continue to 06/05/2019 for status review. If no violation after inspection then case will be closed.

EEN19-0038 **Stirling Retail 26 LLC., 8751 Stirling Road., Cooper City, FL 33328**
FOV- **Mailing Address: 122 Golden Beach Drive., Golden Beach, FL 33160**
AF- **Notice of Violation: 3/5/2019 By: Building Official Ted Fowler**
Fine- **Violation: FBC 105.3.2 Sec 6-7 Adoption of Florida Building Code which provides that a sign permit has expired and needs to be renewed.**

Disposition: **May 1, 2019 Hearing:** Respondent was not present. Building Inspector Gerry Lomastro was present. Continue to 06/05/2019 due to lack of service.

EEN19-0039 **Richard & Brittany Angulo., 9989 SW 59 Court., Cooper City, FL 33328**
FOV- **Notice of Violation: 3/14/2019 By: Building Official Ted Fowler**
AF- **Violation: FBC 105.3.2 Sec 6-7 Adoption of Florida Building Code which provides that a wood fence permit has expired and needs to be renewed.**
Fine-

Disposition: **May 1, 2019 Hearing:** Respondent was not present. Building Official Ted Fowler was present. FOV- Must comply with the violation on or before 05/11/2019. Must pay \$50/day fine from 05/31/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019.

EEN19-0044 **HDP Ranchette Isle LLC c/o Kennedy Development Partners., 5600 SW 106 Avenue., Cooper City, FL 33328**
FOV- **Mailing Address: 6400 Congress Avenue #2175., Boca Raton, FL 33487**
AF- **Notice of Violation: 3/25/2019 By: Building Official Ted Fowler**

Fine- **Violation:** FBC 105.3.2 Sec 6-7 Adoption of Florida Building Code which provides that a chain link fence permit has expired and needs to be renewed.

Disposition: **May 1, 2019 Hearing:** Respondent was not present. Building Official Ted Fowler was present. FOV- Must comply with the violation on or before 05/11/2019. Must pay \$50/day fine from 05/31/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019.

EEN19-0049 **Business Owner--Schaeffler Group USA Inc., 9900 Stirling Road #241., Cooper City, FL 33024-8065**
FOV- **Property Owner--Centre at Stirling & Palm Inc., 9900 Stirling Road., Cooper City, FL 33024-8065**
AF- **Notice of Violation:** 3/28/2019 By: LBTR Clerk Allan Funez
Fine- **Violation:** Sec 9-15c Business Taxes-Transfer-failure to issue a LBTR from one location to another location in the city.

Disposition: **May 1, 2019 Hearing:** **Requesting a continuance to July 3, 2019.**

EEN19-0054 **Business Owner--Marathon, 10295 Stirling Road., Cooper City, FL 33328**
FOV- **Property Owner--AA 10295 Holding Company, PO Box 546752., Miami Beach, FL 33154-0752**
AF- **Notice of Violation:** 4/1/2019 By: LBTR Clerk Allan Funez
Fine- **Violation:** Sec 9-15c Business Taxes-Transfer-failure to issue a LBTR from one location to another location in the city.

Disposition: **May 1, 2019 Hearing:** Lucas Velez- project manager for landlord was present. LBTR Clerk Allan Funez was present. Must comply with the violation on or before 05/31/2019. If not complied then must pay \$50/day fine from 05/31/2019 until compliance. Must pay \$80 administrative fee on or before 05/31/2019. **Paid admin fee on 05/01/2019.**

EEN19-0055 **Business Owner--Shani INC (dba) Shahi Ellie's Restaurant, 12161 Sheridan Street., Cooper City, FL 33026-1400**
FOV- **Property Owner--Shops at Cooper City Investments LLC, 2199 Ponce De Leon Blvd, Suite 301., Coral Gables, FL 33134-5234**
AF- **Notice of Violation:** 4/1/2019 By: LBTR Clerk Allan Funez
Fine- **Violation:** Sec 9-14(a)c Business Taxes-Delinquency-(a) Those business tax receipts not renewed annually by October 1st, shall be considered delinquent and subject to a delinquency penalty of 10 percent for the month of October, plus an additional 5 percent penalty for each month dellinquency thereafter until paid. However, the total delinquency penalty shall not exceed 25 percent of the business tax for the deliquent establishment. (b) Any persons who engages in any business, occupation, or profession, who does not pay the required business tax within 150 days after the initial notice of the business tax due, and who does not obtain the required business tax receipt is subject to civil actions and penalties, including court costs, reasonable attorney;s fees, additional administrative costs incurred as a result of collection efforts, and a penalty of up to \$250.00. At the descretion of the City, any person who violates any provision of this section shall also be subject to concurrent enforcement under the Local Government Code Enforcement Act, Chapter 162 F.S., as amended, and Article VI of Chapter 13 of the City Code as amended.

Disposition: **May 1, 2019 Hearing:** **Violation complied on 04/29/2019 per Allan Funez. Case Closed.**

EEN19-0056 **Business Owner--A Touch of Inspiration, 2525 Embassy Drive, Suite 3., Cooper City, FL 33026-4573**
FOV- **Property Owner--RF Embassy LLC & PS Embassy LLC c/o NEG Property Services, 6218 N Federal Hwy., Ft Lauderdale, FL 33308-1904**
AF- **Notice of Violation:** 4/1/2019 By: LBTR Clerk Allan Funez
Fine- **Violation:** Sec 9-14(a)c Business Taxes-Delinquency-(a) Those business tax receipts not renewed annually by October 1st, shall be considered delinquent and subject to a delinquency penalty of 10 percent for the month of October, plus an additional 5 percent penalty for each month dellinquency thereafter until paid. However, the total delinquency penalty shall not exceed 25 percent of the business tax for the deliquent establishment. (b) Any persons who engages in any business, occupation, or profession, who does not pay the required business tax within 150 days after the initial notice of the business tax due, and who does not obtain the required business tax receipt is subject to civil actions and penalties, including court costs, reasonable attorney;s fees, additional administrative costs incurred as a result of collection efforts, and a penalty of up to \$250.00. At the descretion of the City, any person who violates any provision of this section shall

also be subject to concurrent enforcement under the Local Government Code Enforcement Act, Chapter 162 F.S., as amended, and Article VI of Chapter 13 of the City Code as amended.

Disposition: May 1, 2019 Hearing: **Continuance granted to 07/03/2019.**

EEN19-0060 **Business Owner**--Empire Cuts Inc, 9439 Sheridan Street., Hollywood, FL 33024-8561
FOV- **Property Owner**--Publix Supermarkets Inc c/o Expense Payables Lease Team, PO Box 32025., Lakeland, FL 33802-2025
AF- **Notice of Violation:** 4/2/2019 By: LBTR Clerk Allan Funez
Fine- **Violation:** Sec 9-6 Business Taxes-Evidence of Liability-provides that the fact that any person represents him or herself as being engaged in any business, calling, profession or occupation for the transaction of which a tax receipt is required or that such a person exhibited a sign or advertisement indicating such business, calling or profession or occupation, shall be evidence of the liability of such person to a business tax.

Disposition: May 1, 2019 Hearing: **Violation complied on 04/29/2019 per Allan Funez. Case Closed.**

EEN19-0062 **Joseph & Daniela Fatout., 4905 SW 90 Way., Cooper City, FL 33328-3501**
FOV- **Notice of Violation:** 4/4/2019 By: Building Inspector Gerry Lomastro
AF- **Violation:** FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to remove and replace windows.
Fine-

Disposition: May 1, 2019 Hearing: Respondent was present. Building Inspector Gerry Lomastro was present. **Continue to 06/05/2019 for status review. Permit must be issued.**

IMPOSITION OF FINE HEARINGS

EEN18-0211 **PAFL Corp Inc., 5500 S. Flamingo Road, Cooper City, FL 33330**
FOV- **Mailing Address:** 7430 NW 4 Court #B., Miami, FL 33138-5006
AF- **Notice of Violation:** 11/21/2018 By: Building Official Ted Fowler
Fine- **Violation:** FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to install windows and doors.
No Action
1/3/2019

Disposition: January 9, 2019 Hearing: Natalie Gurgin was present and admitted the violation. Building Official Fowler was present. FOV- Must pay \$80 administrative fee on or before 02/08/2019. Fine have been withheld. **Administrative fee has been paid on 01/09/2019. Continue to 02/06/2019.**

Disposition: February 6, 2019 Hearing: **Permit applied on 01/07/2019. Continue to 03/06/2019.**

Disposition: March 6, 2019 Hearing: **02/26/2019 permit applied for 01/04/2019. Picked up for corrections 01/17/2019.**
Respondent was not present. Building Official Fowler was present. FOV- Must comply with the violation 10 days from the receipt of this order. If not complied then must pay \$50/day fine from the date of receipt of the order until compliance.

Disposition: May 1, 2019 Hearing: **Certification of Fine**

EEN19-0010 **Daniel F. & Aimee Old., 10465 Grove Lane., Cooper City, FL 33026**
FOV- **Notice of Violation:** 1/10/2019 By: Building Official Ted Fowler
AF- **Violation:** FBC 105.3.2 Sec 6-7 Adoption of Florida Building Code which provides that a paver driveway permit has expired and needs to be renewed.
Fine-

Disposition: March 6, 2019 Hearing: Respondent was not present. Building Official Fowler was present. FOV-Must pay \$80 administrative fee on or before 04/05/2019. Must pay \$50/day fine from 01/10/2019 until compliance.

Disposition: May 1, 2019 Hearing: Continue to 06/05/2019 due to lack of service of COF hearing notice. Post Property.

EEN19-0021 Heather J. Forbing, 5049 SW 92 Terrace, Cooper City, FL 33328
FOV- **Notice of Violation:** 1/31/2019 By: Building Inspector Gerry Lomastro
AF- **Violation:** FBC 105 Sec 6-7 Adoption of Florida Building Code which provides that a permit is required to construct a storage shed.
Fine-
No Action
2/25/2019 **Disposition:** March 6, 2019 Hearing: Respondent was not present. Building Official Fowler was present. FOV-Must pay \$80 administrative fee on or before 04/05/2019. Must pay \$50/day fine from 01/10/2019 until compliance.
Violation complied on 03/28/2019 per Bldg Dept.

Disposition: May 1, 2019 Hearing: Certification of Fine

5. REDUCTION OF FINE HEARINGS

06453 Deutsche Bank Nat'l Tr Co Trstee c/o New Century Home Equity Loan Tr., 3651 Washington Lane., CC, FL 33026
FOV- **Mailing Address:** 1600 S. Douglass Road., Anaheim, CA 92806-5948
AF- **Notice of Violation:** 12/18/2017 By: Code Officer Belinda Graham
Fine- **Violation:** Sec 6-40(a)(3) Maintenance Standards-Exterior Building Condition-failed to maintain screens without rips and tears.(missing screens)
\$250/day fine from 01/18/2018 thru 08/03/2018 (197 days)=\$49,250.00 + \$45.50= \$49,295.50

Disposition: March 7, 2018 Hearing: Respondent was not present. Code Officer Graham was present. FOV- Must pay \$80 admin fee on or before 04/06/2018. Must pay \$250/day fine from 01/18/2018 until compliance.
Violation complied on 08/03/2018. Admin fee paid on 03/22/2019

Disposition: May 2, 2018 Hearing: Certification of Fine

Disposition: May 1, 2019 Hearing: Vilmary Bermudez-Carrington Real Estate was present. Code Officer Belinda Graham was present. Reduction of fine denied-Ms Bermudez was not given proper permission to speak on behalf of the bank.

06454 Deutsche Bank Nat'l Tr. Co. Trstee c/o New Century Home Equity Loan Tr., 3651 Washington Lane., Cooper City, FL 33026
FOV- **Mailing Address:** 1600 S. Douglas Road., Anaheim, CA 92806-5948
AF- **Notice of Violation:** 12/18/2017 By: Code Officer Belinda Graham
Fine- **Violation:** Sec 6-40(b)(2) Maintenance Standards-Exterior Premises Condition-failed to keep exterior premises free of all nuisances. Dead, dying trees, limbs, branches and excessive leaves
\$250/day fine from 01/10/2018 thru 05/23/2018 (133 days)=\$33,250.50 + \$45.50= \$33,295.50

Disposition: February 7, 2018 Hearing: Respondent was not present. Code Officer Graham was present. FOV-Must pay \$80 administrative fee on or before 03/09/2018. Must pay \$250/day fine from 01/10/2018 until compliance.

Disposition: April 4, 2018 Hearing: Certification of fine and admin fee. City ordered to maintain property one time.

Disposition: May 2, 2018 Hearing: City makes a motion to assume maintainance. **Violation complied on 05/23/2018.**
Admin fee paid on 03/22/2019

Disposition: May 1, 2019 Hearing: Vilmary Bermudez-Carrington Real Estate was present. Code Officer Belinda Graham was present. Reduction of fine denied-Ms Bermudez was not given proper permission to speak on behalf of the bank.

06467 Deutsche Bank Nat'l Tr Co Trstee c/o New Century Home Equity Loan Tr., 3651 Washington Lane., Cooper City, FL 33026
FOV- **Mailing Address:** 1600 S. Douglass Road., Anaheim, CA 92806-5948

AF- **Notice of Violation:** 2/1/2018 By: Code Officer Belinda Graham
Fine- **Violation:** Sec 6-40(a)(2) Maintenance Standards-Exterior Premises Condition-failed to maintain roof in good condition to prevent water from leaking into building (tarp)
\$250/day fine from 03/02/2018 thru 08/03/2018 (154 days)= \$38,500.00 + \$45.50= \$38,545.50

Disposition: **April 4, 2018 Hearing:** Respondent not present. Code Officer Graham was present. FOV- Must pay \$80 admin fee on or before 05/15/2018. Must pay \$250/day from 03/02/2018 until compliance.
Violation complied on 08/03/2018. Admin fee paid on 03/22/2019.

Disposition: **June 6, 2018 Hearing:** Jason Duggars was present. Code Officer Graham was present. **Continue to 07/11/2018.**

Disposition: **July 11, 2018 Hearing:** Certification of fine and admin fee

Disposition: **May 1, 2019 Hearing:** Vilmary Bermudez-Carrington Real Estate was present. Code Officer Belinda Graham was present. Reduction of fine denied-Ms Bermudez was not given proper permission to speak on behalf of the bank.

06355 **Deutsche Bank Natl Tr. Co. Trstee/New Century Home Equity Loan Tr., 3651 Washington Lane., Cooper City, FL 33026**
FOV- **Mailing Address:** 1610 E. St. Andrews Place., Santa Ana, CA 92705
AF- **Notice of Violation:** 7/5/2017 By: Code Officer Belinda Graham
Fine- **Violation:** Sec 6-40(b) Maintenance Standards-Exterior Premises Condition-failed to maintain the exterior premises and keep free of all nuisances (overgrowth grass/dead tree limbs, palm fronds)
\$80.00 administrative fee + \$45.50 recording/release of lien fees= \$125.50

Disposition: **September 6, 2017 Hearing:** Respondent was not present. Code Officer Graham was present. FOV- **Violation complied on 08/31/2017. Fine has been waived. Must pay \$80 admin fee on or before 10/06/2017.**

Disposition: **December 6, 2017 Hearing:** Respondent not present. Code Officer Graham was present. **Continue to 01/03/2018 for Certification of Fine hearing. Post notice to property.**

Disposition: **January 3, 2018 Hearing:** Certification of Admin Fee

Disposition: **May 1, 2019 Hearing:** Vilmary Bermudez-Carrington Real Estate was present. Code Officer Belinda Graham was present. Reduction of fine denied-Ms Bermudez was not given proper permission to speak on behalf of the bank.

Evidence

In general, evidence which is relevant will be admitted if, in the opinion of the Special Magistrate, it is the type of evidence upon which reasonable and Respondents shall be strictly limited to presenting evidence and testimony to those matters specifically set forth within their written statement, as Any person requiring auxiliary aids and services to participate in this proceeding should contact the Office of the Clerk to the Special Magistrate at (954) If you obtain an attorney, you or your attorney should notify the Special Magistrate Clerk in writing of the representation at least five (5) working days One or more members of the City Commission and/or advisory boards of the City may be in attendance at the Special Magistrate proceedings.

